

POSITION: Observateur du Fond Mondial Francophone Editor
REPORTS TO: Executive Director
DURATION: Term is for one (1) year but is renewable subject to performance and availability of funds
REMUNERATION: Negotiable
LOCATION: Nairobi, Kenya or Remotely
START DATE: ASAP

BACKGROUND

Aidsplan is an international NGO based in Nairobi, Kenya whose mission is “To be an effective watchdog highlighting, analyzing and influencing the transparency and effectiveness of the Global Fund to Fight AIDS, Tuberculosis and Malaria at the global and country level”.

Since 2002, when we started, we have built an extensive global network of links and sources and our publications seek to constructively comment on the extent to which the Global Fund's Board, Secretariat and grant implementers are being effective, and are living up to the Fund's founding principles.

We publish timely and relevant information, incisive analysis and thoughtful commentaries; we facilitate critical debate and promote greater transparency, accountability, effectiveness and impact. One of our main channels to date has been the Global Fund Observer (GFO) and Observateur du Fonds Mondial (OFM) in French.

JOB SUMMARY

Aidsplan seeks an Editor for its newsletter the Observateur du Fonds Mondial (OFM)

This is a full-time position on consultancy basis with a lump sum remuneration payable monthly subject to local taxes if located in Nairobi

KEY RESPONSIBILITIES

Support the design and development of Observateur du Fonds Mondial (OFM)

- Produce original content – such as news, analysis, exploration of Global Fund Geneva and francophone countries -level issues, interviews -- Observateur du Fonds Mondial (OFM). Original content does not necessarily mean French versions of English-language stories; instead the original French work could be translated from French to English
- Develop launch timeline for roll-out of Observateur du Fonds Mondial (OFM), to include monitoring of success matrix for follow-up of content appreciation by subscription base
- Recruit, train and mentor francophone correspondents to generate in-country output. Emphasis on Francophone countries
- Work closely with Global Fund Observer editor to harmonize release and content of OFM and GFO

Support the expansion of Aidsplan's profile in Francophone countries with the development of francophone media/visibility strategy, to include social media and multimedia content

- Contribute to the development of OFM readership survey with inputs targeting Francophone readers, including questions guiding priorities for future Observateur du Fonds Mondial (OFM). This includes analysis of responses, either through qualitative survey methods or focus groups
- Work with the communication officer in developing OFM database, building on GFO subscription list, Global Fund grant recipients, Country Coordinator Mechanism, Local Fund Agent and media. Develop reasonable incremental targets to expand subscriber base based on enhanced visibility
- Design a visibility and media strategy targeting Francophone audience – to include social and multimedia components – to feed into wider Aidsplan communication/visibility strategy. Strategy should include launch timeline for Observateur du Fonds Mondial (OFM)

Manage contract with French-language translation bodies and other support

- Establish systems of proof-reading/ cross-fact checking internally and potentially externally. Oversee these systems intensively over the first few issues of *Observateur du Fonds Mondial (OFM)* published
- Develop/adapt guidelines for article writing / translation priorities, emphasis and adherence to deadlines. Guidelines should be mutable, meaning that they respond to the context rather than being fixed in stone but should reflect criteria for selection
- Prepare/update French glossary of TGF (The Global Fund) terms and key vocabulary and basic style guide for translators and correspondents
- Contribute towards translation of articles/ documents between English and French and vice versa and ensure that Francophone countries are provided with key Global Fund information
- Edit, proof-read, and otherwise improve other Aidspace publication in French
- Performs other duties consistent with the role and grade as required

QUALIFICATIONS AND SKILLS PREREQUISITES

Required:

- a. A graduate/master's degree in media/journalism, communication or health, or related subject and at least 3 years' experience with a combination in the following areas: as a reporter, writer, editor, or senior public health communicator.
- b. At least 3 years' experience in an editorial or editorial-related position, preferably demonstrating increasing management responsibility
- c. Experience planning, creating, managing and reporting with budgets and time frames.
- d. A proven track record of writing clear and jargon-free articles and reports, and conducting analysis of news
- e. Experience of managing and mentoring to build contacts and deliver stories, and reach wide media outlets through traditional or nontraditional channels
- f. Experience of digital publishing environment e.g. with a record of ability to create and deliver a suite of digital web-based services (e.g. breaking news, daily alerts, e-fora or related services)
- g. Excellent oral, as well as written skills for oral presentation of complex subjects; well organised self-starter, with attention to detail
- h. Leader and strong team player, with excellent inter-personal relationships

Preferred

- i. Advanced degree in journalism, communications or English
- j. Significant knowledge of the Global Fund and/or the field of global health and development
- k. Visual aptitude; an interest in design, particularly graphic design
- l. French speaker with fluency in English

Interested applicants are to submit a CV with a one-page cover letter demonstrating suitability for the role per e-mail: info@aidspan.org

Application deadline: January 20, 2019.

Aidspace is an equal opportunity employer. Applications must be submitted by 20th January 2019. A short list of applicants will be first contacted by phone. The selected candidate should be available to start work by 1st February 2019.